

JANUARY 29, 2011

BUDGET MEETING OF MAYOR AND COUNCIL, JANUARY 29, 2011 AT 9:05 A.M. IN COUNCIL CHAMBERS OF BOROUGH HALL.

Mayor Dempsey's statement re: Open Public Meetings Act of 1975 and that notice was given to the Coast Star and the Asbury Park Press on December 21, 2010.

ROLL CALL: Present: Council Members Connolly, Donovan, Grasso, Lee, Lucas, and McCarthy

Absent: None

Also present was Municipal Administrator Joseph Delorio and Chief Scimeca.

Council Member Lee made a motion to go into closed session, seconded by Council Member McCarthy. Motion carried unanimously.

Closed Session minutes begins after the end of the budget meeting minutes.

Council Member Lucas made a motion to approve a request from O'Neill's Bar and Grill for a portable bar and tent for Saturday, February 5, 2011 in conjunction with the ALS Valentine's Day Plunge, seconded by Council Member McCarthy. Motion carried by the following vote; "yes" Council Member Connolly, Donovan, Grasso, Lee, Lucas, McCarthy, "no" none.

Mr. Delorio advised the council that the Borough did receive the CAP worksheet from the State. He stated that the Auditor has the worksheet and once all the numbers are in place and revenue appropriations are done they will inform the council as to where the Borough stands with the CAP.

Mr. Delorio went over the different worksheets that are available to the Council in their budget binders.

At 11:15 a.m. Chief Scimeca presented the Police Department Budget to the council.

Mr. Delorio stated that the budget presentation will start with salary and wages for the Police Department.

Chief Scimeca stated that the 2010 PBA contract has not been settled yet so the council should keep that in mind during this process.

Mr. Delorio stated that the actual spent against wages and salaries will be higher once there is a settlement with the PBA. He advised that the retro monies will go against this budget line item.

Council Member Connolly asked if the retro monies are encumbered.

Mr. Delorio stated in the actual, no. He stated that the \$1.8 million included an amount, which he can not disclose right now because of negotiations pending and he budgeted based on salaries that eventually some people will retire.

Chief Scimeca agreed with Mr. Delorio.

Mr. Delorio stated that at the time of the budget being presented there were higher numbers because the possible retirees didn't leave at that time.

Chief Scimeca stated that Scott Clayton's retirement was unexpected and by him leaving early there was about \$20,000 surplus because he left on November 1, 2010. He asked Mr. Delorio if he could use a percentage when going over his wages and salaries because of the ongoing negotiations with the PBA.

Mr. Delorio stated that what is being presented today are projections. He stated that if they get into specific individuals, we will have to refrain from discussing that person

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because that person would have to receive a Rice Notice and that would be a closed session item.

Chief Scimeca went over the salary and wages section of his budget informing the Council that there might be some retirements during the year which would change the amount of this line item. He also advised the council that he would like to replace the officer retiring. He stated that he budgeted the entire year's worth of salary for the retiree just in case he changes his mind.

Council Member McCarthy asked the Chief if there is anything in this budget for the hire of a new officer if the retirement goes through.

Chief Scimeca stated that he didn't add any salary for a new officer. He stated that if that happened it would come out of the surplus in there.

Council Member McCarthy asked about the \$65,000 savings if this person retires May 1 and what would be the cost generally of a patrolman. Are we talking about \$30,000 savings between a Sergeant going out and a new Patrolman being hired?

Chief Scimeca stated that from May 1 to December 31 the salary would be about \$25,000 for the new hire assuming he starts at the bottom of the pay scale.

Council Member Connolly wanted to know if the proposed salaries take into consideration the \$55,000 that is received from the beach. She asked if that is added in or was that deducted out already?

Mr. Delorio stated that the spreadsheet that the council has.....

Council Member Connolly stated that you might have deducted it out already.

Mr. Delorio stated that what the Chief did was total salaries for the total department and then there was an amount deducted that gets paid through the beach.

Chief Scimeca stated that the amount would \$30,000 more.

Council Member Donovan wanted clarification of the \$1,800,000, by asking if that include the retro money for 2010 and the pay increase for 2011.

Chief Scimeca stated that yes it does at a 2% each year.

Mr. Delorio stated that at the end of the year when the accounts get closed out there is an account called appropriation reserve. He advised that those monies are the differences between what is budgeted and what was actually spent at the end of the year. He stated that the difference is held in reserve until the contract is finalized and then the money comes out of that reserve.

Council Member Connolly asked when the Borough is expected to hear about the PBA contract.

Mr. Delorio stated that it should be discussed in closed session.

Chief Scimeca advised that his recollection is that the Beach contribution for the regular officers was \$25,000 and it is \$35,000 for the specials. He stated that the total salary and wage contributions from the Beach have been \$55,000.

Council Member Connolly asked if the budget request is \$2,608,866?

Mr. Delorio advised that the budget request is \$1,847,079.

Chief Scimeca continued with the salary and wages for the special officers. He went over the issues with regard to special officers being paid to attend the academy and where that stands with the Department of Labor.

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There was a discussion on the Special Officers and attending the academy and how much it would cost.

Mr. Delorio stated that if there is going to be discussion on negotiations with the group it should be done in closed session.

Mayor Dempsey asked if the Special Officers contract has been settled.

Mr. Delorio stated "no it has not".

Chief Scimeca stated that for budget purposes he did include the \$19,000 in this year's request. He stated that this would cover 4 officers.

Mr. Delorio stated that if the council would like to discussion percentages that it would have to be done in closed session because it deals with negotiations.

There was a discussion on the training of the Special Officers and what the town would be paying for.

There was a discussion on the special officers training and how the monies will be appropriated.

Chief Scimeca continued with the Police Department wages and salaries. He also went over the number of police officers that are employed by the Borough and how many actually worked last year due to injuries. He stated that this budget is based on a 17 Police Officer force.

Chief Scimeca continued with wages and salaries for the Police Department including dispatchers.

Council Member Lee inquired about the dispatchers, overtime and part time dispatchers.

Chief Scimeca went over the dispatchers' salaries and overtime for the last few years. He advised that it was higher in 2010 due to a dispatcher being out for surgery. He also stated that the overtime is offered to the full time dispatchers first and then to the part time dispatchers.

Council Member Connolly inquired about the limitations of overtime that an individual can have with regards to dispatch.

Chief Scimeca stated that there is no limitations.

Council Member Grasso asked about consecutive hours and if dispatchers are limited in that regard.

Chief Scimeca stated that he believes it is 16 hours. He also stated that before they go 16 hours he would try to get a part time dispatcher.

Council Member Grasso asked if it is contractual.

Chief Scimeca advised that he is not sure if it is contractual or policy, but it would fall under past practices.

There was a discussion on the hours that the dispatchers can work.

Chief Scimeca stated that there are 3 part time dispatchers and 2 of them are cross trained in other positions. He stated that one of the them is a records clerk and the other is a special officer.

Council Member Connolly inquired about the records clerk being used at the same time she is supposed to be working during the day.

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Chief Scimeca stated that she works on lunch breaks or if dispatch really gets stuck she will cover the desk but usually it is when she is off duty. He stated that there are 4 full time dispatchers right now.

Chief Scimeca and Mr. Delorio continued with the Police Budget operating expenses and non-vehicular repairs.

Chief Scimeca went over the professional services and why there is an increase. He stated that this year he is budgeting for 4 Special Officer hires and the situation was discussed with Captain Correia who is in charge of deployment and recruiting. He advised that there are 23 Special Officers working for the Borough now. He stated that this number is lower than in the past years. He stated that some of the Special Officers can only work weekends, some are available for 30 or 40 hours. He advised that after a discussion with Captain Correia he felt 4 Special Officers would be the desired number this year.

Council Member Lucas wanted to know how many of the 23 Special Officers are out on duty during the summer at one time.

Chief Scimeca stated there are about 16 Special Officers out on a Saturday during the summer.

Mr. Delorio continued with contractual expenses. He stated that there is a request for an additional budgeted amount.

Chief Scimeca went over the items in this line item and why he did not reach the \$22,000. He stated that he went through grants and multi year contracts to save money.

Chief Scimeca went over the uniforms line item. He stated that last year a car was not purchased. He advised that the Beach Utility contribution which was about \$29,000 was split between the clothing uniform line item and fire arms. He stated that the actual spent in this line item was an increase of \$1,750. He advised that he did reduce the contractual allowance because of 17 officers instead of 18 officers. He stated that he did include money for a new hire initial issue and a new hires equipment that would be needed for the academy totaling \$3,250. He stated that is if the governing body decides to keep our number at 17 officers and replace an officer.

Council Member McCarthy wanted to know when the next academy would be after May 1, 2011. He asked if there is an academy starting June 1 then the Borough is looking at an officer coming to the department later in 2011.

Chief Scimeca stated that there is a class that starts in January and there maybe a class that starts in July. He advised that it is approximately a 6 month program.

Council Member Lucas stated that if there was a new hire that person would not start working until 2012 or the end of 2011. He stated that unless that person was certified and had worked previously in a police department.

Mr. Delorio continued with the Police Department Budget manuals, office supplies, and minor tools.

Chief Scimeca went over the request for training line item. He stated that anticipating a possible hiring of a regular officer, he included money for the registration cost of \$750. He also stated that there are CPR and defibulator retraining this year, which is a 2 year certification. He advised that he also budgeted \$1,360 to send the new supervisor, Sergeant Tuminelli, to the certified supervisor program. He stated that this would be the first 3 levels of the CPM.

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Mr. Delorio continued with the Police Department Budget meetings and memberships.

Chief Scimeca went over the request for new equipment. He stated that there was no money spent on new equipment last year. He proposed the amount requested would cover 4 new bicycles. He stated that there were no new bicycles purchases last year. He advised that he would like to keep a total of 10 bicycles. He stated that there are as many as 6 that go out on a Friday or Saturday night in the summer. He went over the reasons for having a fleet of 10 and how many they have right now.

Council Member Connolly asked if the bicycles are bid out.

Chief Scimeca stated that he does not get involved with the purchase because of a potential conflict with his brother owning a bicycle shop in town. He advised that he lets the Captain research it. He stated that they do not go out to bid because it is not required due to the fact that it is under the bid threshold.

Council Member Connolly asked where the bicycles are stored during the winter months.

Chief Scimeca stated that they are stored in the shed in the back of Borough Hall and some of them might be down in the Fourth Avenue garage.

Chief Scimeca stated that he is proposing that 2 vehicles be replaced. He advised that the first one is a regular patrol vehicle to replace a Crown Victoria that has 94,000 miles on it. He stated that the council has a list of the vehicles for the Police Department in their packet.

Council Member Connolly wanted to confirm that it is car #3.

Chief Scimeca stated that it is the 2006 Crown Victoria, car #3, which has a little more than 94,000 miles on it. He stated that the expense to repair this car and keep it running last year was over \$6,000.

Chief Scimeca went over the reasons for the purchase of a new vehicle and the wear and tear on a car. He advised that when a car is ordered and when it is received could be up to 6 months or more. He stated that he did a break down of the repairs from 2009 to 2010 and it had more than doubled. He advised that is an indication to him that the fleet is getting old.

Chief Scimeca stated that the second vehicle that he is proposing would replace vehicle #9, Jeep Wagon. He stated that this car has 72,000 miles on it as of December 1, 2010 and there were repairs to this vehicle last year. He stated that he had discussions with Mr. Wall, the Beach Manager, about this vehicle and Mr. Wall would like to replace his vehicle with vehicle #9 if the Police Department gets a new SUV.

Chief Scimeca went over the uses of vehicle #9, Jeep Wagon. He advised that he looked at what vehicle would be best for use in the Police Department. He stated that under state contract, there is a Ford Escape, 4 wheel drive with a basic price of \$21,000.

Council Member McCarthy asked if this vehicle will be a marked police vehicle.

Chief Scimeca stated "yes it would."

Council Member McCarthy asked if there would be another amount on top of the \$21,000 to get the vehicle ready for use by the Police Department, such as lights, etc.

Chief Scimeca advised that yes there would be. He stated that in his report, on page 10, under operating expenses, you will see the cost of the vehicles and the other costs associated with it.

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Mr. Delorio stated that another issue the Council should look at with regard to the police fleet is that at the end of last year there was the blizzard. He advised that the Crown Victoria couldn't get out into the streets.

Mr. Delorio stated that if you are looking at a 4 wheel drive vehicle the item can be put into Capital instead of the operating budget. He advised that it is not under the guide of the 2% CAP. He stated that what you see in front of you will fall within the 2% CAP requirement.

Chief Scimeca stated that under State contract there is a 2011 4 wheel drive Tahoe priced at \$26,000. He advised that he is not sure if this vehicle can be fitted with the Police equipment.

Council Member Lucas stated that the 4 wheel drive vehicle would be able to be used on the Beach in case of an emergency.

Chief Scimeca stated that he budgeted for the Crown Victoria.

Council Member Grasso asked about car #1 and if it is the Chief's personal car.

Chief Scimeca stated that it is not a personal car and he does not use it with his family or take it on vacation. He advised that it is just used to go back and forth to work.

There was a discussion about the Chief's car being used for patrol officers, mileage, and the repairs that will be coming up on it.

Council Member Lucas stated that there should be an unmarked car to act as a deterrent when you are patrolling a particular area.

There was a discussion on the use of the Chief's car.

Council Member Connolly voiced her opinion on the purchase of new vehicles for the Police Department. She stated that the police should try and get by without a new vehicle.

Council Member McCarthy stated that if you are the person that needs the SUV if during.....

Council Member Connolly stated that then you are sending a message to our taxpayers that we are being very careful with their money.

Chief Scimeca stated that was done last year and the repairs doubled. He advised not just the cars that we are talking about but the rest of the cars in our fleet have high mileage. He stated that in 1 or 2 years the rest of the cars will have to be replaced. He stated that the Borough will run into a point that if no cars are replaced this year, you will have to replace 5 or 6 in the next 2 years.

Council Member Grasso stated that he signs the bills and he wanted to know if spreading it out to different places is the right thing or should it go out to bid.

Mr. Delorio and Chief Scimeca stated that this has been discussed.

Council Member Grasso stated that he would like to see in the future whenever a bill comes back there is registration number, vin number, mileage, what car # and what was done on it. He stated that the vendors are sending back bills without the information of what vehicle is worked on.

Chief Scimeca stated that normally the vendors have the car # on the bill.

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Council Member Grasso stated that he does not want the car #, he wants the vin #, registration number and the mileage.

Mayor Dempsey stated that the car # has been sufficient.....

Council Member Grasso stated "that is not sufficient Mr. Mayor, we want the registration number, vin number, the plate, and the mileage.

Mayor Dempsey stated "that is your opinion and that is fine."

There was a discussion on what information should be put on the vendor bills.

Mr. Delorio made a suggestion that this matter should be left to the Administrator and he will report back to the council. He stated that it will be addressed with the vendors. He stated that there is still the issue of the vehicles. He asked what direction the Governing Body would like to take with regard to the new vehicles.

Mayor Dempsey stated that the 92,000 mile patrol vehicle needs to be replaced. He also stated that he does not have a problem replacing the Jeep.

Mr. Delorio stated that once the process has been completed and the numbers have been put into the formula required by the State, this issue might have to be revisited.

Council Member Lucas stated we have done this in the past. He advised that we have the meetings and then, of course, we revisit it and what we decide today is not concrete.

Council Member McCarthy asked if the new SUV would be the second 4 wheel drive vehicle that the police department would have. He stated that the town is only a mile and he believes that the health and safety of our constituents is important. He stated that we have an obligation to our residents to make sure that there is a vehicle that can get to their aid. He stated that the Borough should have 2 SUVs that are capable in getting through inclement weather to protect the residents.

Chief Scimeca stated that if the jeep is replaced by a ford escape there will be two 4 wheel drive vehicles, but if the crown Victoria is replaced with a Tahoe then there would be three 4 wheel vehicles. He advised that he believes the decision to be made is whether to spend the extra money at this point and time and go with the Tahoe verses the crown Victoria. He stated that maybe this is the year to buy one car or two cars, unless it is a CAP issue.....

Council Member Connolly asked about the Borough's obligation to our taxpayers. She stated that they are in the same boat as the Borough is.

Mayor Dempsey stated that "the Borough has been put in this situation because a car was not purchased last year."

Council Member Connolly asked if there was ever a situation where a cop couldn't get some place because the car broke down. She stated "I don't think so."

Council Member McCarthy stated that if there is one SUV, what would you do in that situation. He stated that we have had bad winters and he thinks the Borough has an obligation to protect the health and safety of the residents. He advised that finances are definitely a major concern....

Council Member Connolly stated that these cars are running.

Council Member Lee advised that the DPW spent quite a bit of time pulling out some of the Borough's police vehicles.

Chief Scimeca stated that during the big snow storm none of the police vehicles could get through the snow. He stated that the Police Department had to work with OEM

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to respond to calls. He stated that the Police Department worked with the OEM Coordinator's truck.

Mayor Dempsey stated that the big trucks that the OEM has had trouble in the snow when they were out helping the County.

Chief Scimeca stated that at this point the salary and wage budget proposal is 2% less than what it was last year because of not replacing one officer. He also stated that his overall budget is less also. He stated that his thinking is that the Borough needs two cars and this might be the year to purchase them.

Mayor Dempsey stated that the Borough got behind the eight ball last year by night replacing any vehicles. He stated that the Borough spent an extra \$12,000 in repairs and that is half the price of a vehicle.

Chief Scimeca stated that if this is let go for another year and the fleet gets a year older the Borough might need more vehicles next year.

Mr. Delorio stated that the Council needs to keep in mind that the information is available and if you take the mileage and extrapolate it out, the Borough will come to a brick wall at some point and this should be looked at as a long range proposal. He advised that when you are deciding this year think about what might happen in future years too.

Mayor Dempsey stated that you have to look ahead.

Council Member Connolly stated absolutely.

Mr. Delorio stated that there are vehicles in the 50,000 to 60,000 mileage range. He advised that if you add another 10,000 or 12,000 to that at some point you will have a lot of vehicles at high mileage in one particular year.

Chief Scimeca stated that at this point and time next year those three cars will have about 70,000 or so miles on them. He advised that if he replaces them by the time they actually get them in, the current cars might have 85,000 or 90,000 miles on it.

Council Member Lucas stated that it is usually 3 or 4 months before the vehicle is actually delivered.

Mr. Delorio suggested putting all the numbers together and when we have a budget presentation, when we have the 2% CAP worksheet we will have a better picture of the financial situation.

Council Member Connolly asked if any money can be pulled off the beach for this.

Chief Scimeca stated that it has been done in the past.

Mayor Dempsey stated that the Borough should either buy the car for \$29,000 or we transfer \$29,000 of O&E in there. He also stated the \$29,000 is already in the beach budget.

Chief Scimeca stated that except for the years that a car was not purchased, the money has gone towards the purchase of a vehicle.

Mr. Delorio stated that right now that line item pays for clothing, uniforms.....

Council Member Lucas stated that was last year because a car was not purchased.

There was a discussion on the amount of money that comes from the beach to the police department.



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Chief Scimeca continued with the Police Budget radios. He went over a grant that the police department received last year from Homeland Security which the Borough will not receive this year. He advised that there are some cell phones supplied by the Borough for the Chief, Captain, Detectives and the shift supervisor's car. He stated that these phones along with the officers' personal cell phones are used for communication.

Council Member Lee asked about the radios and the digital capability.

Chief Scimeca stated that from what he has been told by the radio service is that all of the department's equipment is either digital or it can be digital capable when and if the FCC ruling comes down.

Council Member Lee asked if there is any shared usage with the Beach.

Chief Scimeca stated that the beach has its own bay station and equipment.

There was a discussion on the use of the beach radios compared to the police radios.

Mr. Delorio continued with the Police Budget Photography and Detectives expenses.

Chief Scimeca went over the Police Budget Firearms.

Council Member McCarthy inquired about the ammunition that is replaced every 6 months and what happens to it.

Chief Scimeca stated that he would have to check with his firearms guy. He is not sure if there is a trade in amount or not.

Chief Scimeca and Mr. Delorio continued with the Police Budget Traffic, Crime Prevention, Miscellaneous, Beach expenses, Interlocal Costs, and Tac Teams.

Mr. Delorio stated that the Council has a list of Capital items that have been requested by the Police Department. He advised last year the Council approved \$30,000 worth of Capital Items.

Chief Scimeca requested last year \$15,000 for the dispatcher recorder and he was actually able to get one for \$11,800, copy machine was \$6800 instead of \$6200, office computer hardware of \$3600. He stated that last year he budgeted for 2 analog in car camera units at a total of \$6,000. He stated that those units were not replaced. The units are now \$4,100 each for digital cameras.

Mr. Delorio stated that is the overview of the Police Department Budget and there are some follow ups that need to be done based on.....

Council Member Connolly wanted to know if \$2,845,335.46 is the whole budget for 2011 including capital improvements and capital improvements were \$11,800.00.

There was a discussion about SRO officers in the school and if they are still being used.

Mr. Delorio advised the council that next week will be public works and associated budgets.

Mr. Delorio asked the council if there are any issues that they would like to discuss in closed session with regard to wages and salaries for the Police Department.

Council Member Lee made a motion to open the meeting up to the public, seconded by Council Member Lucas. Motion carried unanimously.

There being no public comment.

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Council Member Lucas made a motion to close the audience participation, seconded by Council Member Lee. Motion carried unanimously.

Council Member Donovan made a motion to adjourn the budget meeting at 1:00 p.m., seconded by Council Member Connolly. Motion carried unanimously.

The closed session portion of the minutes begins on the next page.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "B. Ilaria".

Barbara Ilaria  
Municipal Clerk

**DATE APPROVED** 5-16-11